

Agency Centennial Accord Plan

WASHINGTON STATE PARKS & RECREATION COMMISSION

I. Agency Overview / Programs

AGENCY MISSION

The Washington State Parks and Recreation Commission acquires, operates, enhances, and protects a diverse system of recreational, cultural, historical, and natural sites.

The Commission fosters outdoor recreation and education statewide to provide enjoyment and enrichment for all and to impart a valued legacy to future generations.

AGENCY CORE VALUES

Washington State Parks and Recreation Commission, a seven-member, volunteer-citizen Commission appointed by the Governor, oversees a state agency that is part of the Governor's Executive Cabinet. The agency consists of over 625 employees (including about 250 Rangers), who administer a system of 120 state parks. The agency adheres to the following Core Values:

- A commitment to stewardship that transmits high quality park assets to future generations;
- A dedication to outdoor recreation and public enjoyment that welcomes all our citizens to their public parks;
- Support for one another as we translate our mission into reality;
- Excellence in all we do; and
- Involving citizens in our policy development and decision making.

AGENCY CENTENNIAL VISION

In 2013 the Washington State Parks system will be composed solely of recreational, natural, cultural and historic resources of statewide and regional significance; provide interpretation and recreational opportunities that attract visitors from nearby regions and across the state; will be managed to provide opportunities for recreation, learning, and enjoyment, while protecting resources; all to offer access to premier and unique destinations that are of uncommon quality; and to offer access to a diverse array of lands, waters, wildlife, culture, and history of the state.

PROGRAMS

ADMINISTRATIVE SERVICES DIVISION

Responsible for boating, winter recreation (snowmobile trail maintenance and cross-country ski trails), and the state parks central reservation system (CRS) for overnight stays in campgrounds, cabins, wall tents or yurts; information management, agency contracts; and all fiscal/budget efforts, including payroll, purchasing, and accounting.

OPERATIONS DIVISION

Responsible for overall park management and four region offices (Southwest, Puget Sound, Northwest, and Eastern). The responsibilities include ranger supervision, vehicle parking fee collection, visitor protection & law enforcement, park and trail maintenance, group camping services (environmental learning centers), public programs and services, marketing, interpretive services, historical, cultural, and natural resource stewardship, shellfish and tidelands management, boating facilities, salmon recovery, constituent services, volunteer program services, agency business enterprises and park concessions, the agency's equipment and product shops, the system's marine crew, marking and arbor crews, and the operation of Fort Worden.

NOTE: The Operations Division and/or its four Regional Offices, because of the division's activity in interpretive services, historical, cultural, and natural resource stewardship, shellfish and tidelands management, boating facilities, salmon recovery, SEPA, and Section 106 regulatory requirements, is the agency's principal operational contact with Tribes.

RESOURCES DEVELOPMENT DIVISION

Responsible for land acquisition, park planning and development, permitting, engineering, park capital construction, environmental protection, park properties assessment, biennial capital budget preparation, and the agency's 10-year capital facilities plan. Also serves as lead division to the Commission's Land Acquisition Sub-Committee.

DIRECTORATE

The agency's Office of the Director includes the Director, the Deputy Director (who manages the three above-mentioned Divisions), the agency's Office of Public Affairs (media relations, marketing, and internal communications), Human Resources (including union contracts, recruitment, hiring & training), the Performance Breakthrough Team (an internal policy think tank), and the agency's Legislative/Congressional/Tribal Liaison.

II. Funding Distribution / External

State Parks does not administer funds available to tribes.

However, the agency does offer park benefits through a number of volunteer opportunities. The agency's Volunteer Program (360-902-8582) coordinates Park Host and Park Volunteer ("Friends of the Park") activities that qualify volunteers for park passes and camping discounts. Likewise, the agency's Visitor Services/Information Center unit (360-902-8844) coordinates and provides off-season senior citizen and disabled veterans' passes which waive the system's vehicle parking fees and, depending on the season, discount camping fees.

In addition to volunteer opportunities, State Parks offers economic development opportunities both through its Enterprise Coordinator, for park concessions, and through the bidding procedures for park development (Resources Development Division's maintenance and capital facilities construction projects). The Enterprise Coordination/Concessions Office can be contacted at (360) 902-8527; bidding and construction projects are managed by the Resources Development Division at 360-902-0936.

III. Definitions

Vehicle Parking Fee – A new fee, initiated for the first time in the State Parks’ 90-year history on January 1, 2003, as a permit for parking at a state park. The vehicle parking fee is a per vehicle parking permit costing \$5 a day or \$50 annually. Permits can be purchased at each park, at park headquarters in Olympia or on line at: www.parks.wa.gov/.

Passes –

- Disabled Veterans Lifetime Pass – provides free camping for qualified veterans (for further information call (360) 902-8844 or 902-8500)
- Disability Pass – offers people with certain disabilities a 50 percent reduction in camping fees.
- Senior Citizen Limited Income Pass – Offers a 50 percent reduction in camping fees for senior citizens with \$30,000 maximum annual income.

NOTE: Passes are issued only to Washington State Residents who meet the pass program’s requirements and enroll through State Parks’ office (see “Agency Contacts” section below).

PRSA – Parks Renewal and Stewardship Account - The budget account set up in 1995 for park-generated revenue that funds a percentage of park system operations. Currently PRSA, whose revenue is generated from a great variety of fees—ranging from vehicle parking fees to camping and boat launching—represents about 30% of the State Parks’ budget (the other 70% is General Fund tax dollars). Each biennium, the Legislature authorizes a specific amount of money out of this PRSA account, for expenditure during a specific time period (“spending authority”).

Stewardship – The requirements (and costs) associated with holding and protecting property to maintain the functions for which the property was acquired. “Stewardship” includes, but is not limited to, costs associated with statutorily required in-lieu property taxes, weed and pest control, fire protection, fence maintenance, cultural and archaeological site protection, basic research related to maintenance of natural area preserves and natural resource conservation areas, basic resource and environmental protection, and applicable legal requirements (RCW 79A.20.010).

Cultural Resource Training – This training, sponsored by State Parks and open to all state agencies and tribes, occurs twice a year in or near the Columbia River Gorge. The training covers the state’s historical and cultural resources and their protection. Since its inception in 1996, tribal members have served both as instructors and as participants.

Law Enforcement Authority – RCW 79A.05.160 (*state park commission powers*) authorizes the agency to commission employees and to vest them “...with police powers to enforce the laws of the state.” Park Rangers, as part of their commissioning, receive 700-plus hours of training in firearms, visitor safety, and interpretation.

Park Rangers enforce all the laws of the state. State Parks agency policy, in its Law

Enforcement Manual, confines commissioned employee actions to “...state parks and near vicinity unless otherwise requested by other public law enforcement organizations.”

IV. Consultation Process-Procedures

A. POLICY DEVELOPMENT

1. Meetings/Public Hearings

The seven-member, citizen-volunteer Washington State Parks and Recreation Commission holds seven meetings per year across the state. Board agendas are published at least 24-hours in advance of every meeting; Commissioners entertain public comments, undertake formal “expedited and requested actions,” receive reports, and, when necessary, conduct Executive Sessions.

In the case of rule changes (WAC), the Commission follows the state’s formal rule-making process and calendar as outlined in RCW 34.05 (Administrative Procedure Act). This formal process includes publishing the intended rule change, proposed language, a schedule of formal public hearings, and final adoption.

2. Legislation

For each session’s legislative agenda, the Commission and its staff follow the Office of Financial Management’s schedule for annual Agency Request Legislation. This generally means soliciting proposals from agency staff in June and distributing drafts for review by agency stakeholders, *including tribes*, prior to the Commission’s approval in August and submittal to OFM and the Governor by September. Approved agency request legislation is introduced each January.

3. Leadership Team

The Directorate’s Leadership Team, composed of senior management reporting to the Director and Deputy Director, including two employees from the field and a citizen volunteer also serves the agency as a policy-making body. Leadership team members, in touch with field operations, program advisory groups, and external constituencies, propose, debate and recommend policy to the Commission. The group meets twice a month in Olympia.

B. INTERNAL PROGRAM DEVELOPMENT

1. Each Division and sub-division, guided by the agency’s Strategic Plan (Balanced Scorecard) and advised in most cases by advisory groups, develops and coordinates its own programs. The agency’s Deputy Director serves as the overall authority for these day-to-day operations.
2. A comprehensive list of agency programs, contacts, and publications may be found at www.parks.wa.gov or obtained by calling State Parks’

Information Desk: (360) 902-8844 or 902-8500.

C. AGENCY FUNDING DISTRIBUTION

Distribution of State Parks funds is done internally using the state's Expenditure Allotment Process, as outlined by the Office of Financial Management, for spending money and sizing the agency's staffing (FTEs). Funding limits are dictated by the State Legislature through budget appropriations and spending authority provisos in annual budgets (Supplemental or Biennial). As stated above, there is no State Parks fund available to tribes or other outside entities.

V. Dispute Resolution Process

A. GENERAL

In disputes between a Tribe (s) and State Parks, such disputes will be referred to the Director or Deputy Director, who may endeavor to resolve the dispute themselves or may call upon the services of in-house or outside facilitators, mediators or arbiters, as may be appropriate.

B. WHEN USED

1. The process is for use on a case-by-case basis in the event of a dispute or disagreement between parties regarding the interpretation of obligations within contracts or Memoranda of Understanding (MOU) negotiated by a Tribe and the Washington State Parks and Recreation Commission.
2. When a dispute or disagreement arises regarding the administration of a contract between the Commission and a tribe(s), any dispute resolution process cited within the contractual agreement shall govern the handling of the matter. It should be noted that dispute processes may differ based upon the agreement or contract in question.

AGENCY CONTACTS - Washington State Parks and Recreation

INFORMATION CENTER / VISITOR SERVICES (360) 902-8844 or 902-8500

DIRECTORATE

Rex Derr, Director, Washington State Parks & Recreation Commission (360) 902-8501
Pauli Larson, Executive Secretary (360) 902-8505

POLICY DEVELOPMENT

Rex Derr, Director (360) 902-8501
Frank Boteler, Deputy Director (360) 902-8502
Rita Cooper, Assistant Director, Administrative [financial]Services (360) 586-6606
Larry Fairleigh, Assistant Director, Resource Development (360) 902-8642
Gus Gustafson, Acting Assistant Director, Operations Division (360) 902-8594
Fred Romero, Administrator, Policy & Governmental Affairs (360) 902-8504

Jerry Jones, Construction & Maintenance Project Specialist	(509) 662-0425
Pam Wilkins-Ripp, Park Ranger 5	(360) 864-2643
Citizen Member (vacant)	-----

REGIONAL OFFICES

Southwest Region (Olympia - Paul Malmberg, Region Manager)	(360) 753-7145
Northwest Region (Burlington - Terry Doran, Region Manager)	(360) 755-9231
Eastern Region (Wenatchee – Jim Harris, Region Manager)	(509) 662-0420
Puget Sound Region (Auburn – Al Wolslegel, Acting Manager)	(253) 931-3907

PROGRAM IMPLEMENTATION

Frank Boteler, Deputy Director	(360) 902-8502
State Parks Archaeologist – Dan Meatte	(360) 902-8637
Natural Resource Stewardship (tribal nat.res. contracts)–Rob Fimbel	(360) 902-8592
Interpretive Program (artifacts, NAGPRA) – Steve Wang	(360) 902-8611
Historical Preservation – David Hansen	(360) 902-0930
Planning & Research (park & land acquisition planning) – Bill Koss	(360) 902-8629
Lands Program (real estate land purchases) – Javier Figueroa	(360) 902-8680

DISTRIBUTION OF FUNDS

Rita Cooper, Assistant Director, Administrative Services	(360) 586-6606
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ASSISTANT ATTORNEY GENERAL

Barbara Herman	(360) 586-4034
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